Open Spaces Action List for 2nd February 2021 Open Spaces Committee Meeting

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
1	28.01.20 OS272	Memorial gardens	(i) To detail work required	Grounds Manager	
2	09.07.19 OS231	Canal	(ii) Investigate TC responsibilities re the Canal (iii) Contact Environment agency re water quality & depth	Town Clerk	
3.	09.07.19 OS233	Britten's Field access	Obtain prices for dropped kerb and pathway alongside football pitch	Town Clerk	
4	09.07.19 OS234	Netball Court Provision	(i) Find out about MUGA charges (ii) Get specific information of netball club requirements (iii) Get prices for marking out netball court	Town Clerk	
5	09.07.19 OS 240	Cemetery Initiatives - Memorial Plant Bed	(i) Identify location (ii) Identify plants & supplier (iii) Identify plaques and manufacturer (iv) Prepare costings and suggested charges	Town Clerk	
6	09.07.19 OS 240	Cemetery Initiatives - Columbaria	Identify designs suitable for Ilminster Cemetery and costs	Town Clerk	
9	27.03.18 OS 158	Skatepark Graffiti	Investigate feasibility of running a graffiti workshop	Cllr Gunn	

Open Spaces Action List for 2nd February 2021 Open Spaces Committee Meeting

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
10	23.05.17 OS89	Dog Survey	i) An L shaped fence around the existing toddlers and children's play area ii) Town council to provide 3 extra dog bins iii) Request 2 dog bins from SSDC iv) Purchase "Pooh Fairy" Posters	Town Clerk	Dog bins have been ordered; "pooh fairy" posters have been put up Dog bins have been installed. 20.02.18 SSDC will not fund two extra bins, the Town Council would have to purchase the bins and install them, would need to check SSDC capacity to empty bins before proceeding. Recommended to buy dual purpose bins.
11	29.03.2016 OS77	Sign Posts and Information Boards for Herne Hill	RESOLVED to proactively work with the Herne Hill Advisory Group to draft a scheme for information boards and way markers; bring back to council for approval to enable prices to be sought.	Herne Hill Advisory Group/Deputy Clerk	19.08.16 Temporary Open Spaces Warden has started work on drafting sign-posting scheme. Potential sources of funding being explored Wood for waymarkers has been obtained via free of charge reclamation Waymakers have been purchased The Open Spaces Team have started erecting the waymark posts Waymarkers installed, noticeboards on agenda for August meeting. ITC contribution of £750 approved 22 August 2017. Grant form obtained from SSDC 19.02.18

Open Spaces Action List for 2nd February 2021 Open Spaces Committee Meeting

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
					Grant approved by SSDC, work in progress to design boards Nov 2019 Grounds Team have started work to collect information for the noticeboards. 14.09.2020 – notice boards now in situ. All works completed.
12	26.01.2016 OS59	Advertising on Town Council Property	RESOLVED to defer a decision to enable a policy to be drafted for consideration at a future meeting	Town Clerk	
13	26.05.15 Minute 7	Natural / Wildlife Encouragement Areas	RESOLVED (i) To regularly cut or strim the grass parallel with the Canal so that it is kept tidy (ii) That the grass on the slope from Britten's Field towards the Ridge Path and Herne Hill should be left to grow during the summer (iii) That research is undertaken to find the most appropriate type of plants suitable for the area from Britten's Field towards the Ridge Path and Herne Hill to encourage butterflies (iv) That research is undertaken to find the most appropriate type of plants suitable for the area from Britten's Field towards the Ridge Path and Herne Hill which could be	Senior Open Spaces Warden	Area of slope is approx. 3 ¼ acres. Advice sought from ITC Plant supplier: Would need to clear any area for planting of existing growth and then rotovate before planting. Plugs and seeds are available, supplier suggested seed would be the best option and best to implement over a period of 2-4 years. Sept 2019 OS Chair discussing possibilities with Greener Ilminster Group 10.09.19 Committee agreed area that Natural Ilminster can use as a pilot

Open Spaces Action List for 2nd February 2021 Open Spaces Committee Meeting

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
			bought as plugs and planted to encourage further wildflower growth		
14	Town Council 30.07.13	Market Town Investment Group	RESOLVED that: i) that the Council makes a contribution to the Portas Project Proposal (based on the themes of Town Image and Community Facelift) and recognises that such contributions can be work in kind. ii) that the Town Council develops a sponsorship policy. iii) that the Town Council actively seeks sponsorship from businesses in the town. that the Town Council recognises the proposal will require on-going resources to be provided e.g. labour and finance.		1) Flower Troughs on Canal Way put in place mid June 2014. 2) Flower Troughs on Strawberry Bank put in place beginning July 2014 3) Summer and Winter planting of flower troughs on Strawberry Bank to be planted by SSDC in 2015/2016 4) Sponsorship Policy agreed 5) Belfast Sinks still to be refurbished by SSDC 19.08.16 Flower troughs now retrieved from SSDC; Belfast Sinks will be collected from Strawberry Bank by ITC Open Spaces in order to assess condition. MTIG Rep requested to ascertain current situation regarding landscaping of roundabouts, the Triangle and the top of North Street.
15	Open Spaces meeting - 22 09 20	Rugby Posts	To wait until the Byelaws are updated before investigating further.		

Open Spaces Action List for 2nd February 2021 Open Spaces Committee Meeting

No	Meeting Date and Minute Number	Topic	Resolution / Action (To Do)	Action By	Progress / Action Taken
	Minute number - OS316				